



## Head Office / Siège social

39 Auriga Drive, Ottawa, Ontario K2E 7Y8 (613) 731-7223 fax: (613) 731-4463

January 30, 2012

Dear Tenant Leader,

It is with great pleasure that we are writing to you today about the 2012 OCH Community Capital Program. This year, \$100,000 has been set aside by OCH to fund these projects.

The Community Capital Program is an innovative approach to improving communities through collaboration. The program will see tenants, partners, and OCH working together to plan, fund and implement capital projects that are identified by communities, and of benefit to them. Eligible projects may include but are not limited to; refurbishing playgrounds and basketball courts, garden sheds, picnic tables, lounge furniture, improvements to interior community spaces and beautifying exterior spaces. The Community Capital Program cannot be used to fund regular maintenance or capital improvements which are OCH's responsibility. While there is no maximum amount for any one application, remember that this program is open to all OCH communities. In order to support the maximum number of successful applications, any request over \$5,000 will receive extra scrutiny.

Only one application per community will be accepted.

Successful applications will be those that demonstrate major community participation in the project, including the willingness to invest time and energy to make the project a community success. This could include fundraising with tenants and the local business community and recruiting community volunteers to work on the project.

We encourage you to read the attached proposal form, ***Request for Community Capital Funding***. To be considered for funding, your application must be received by Friday, March 23<sup>rd</sup>, 2012 at your District's Tenant Service Centre. Before submitting the application, you must contact your Community Development Manager to discuss the project you would like to undertake.

We look forward to working with you on the 2012 Community Capital Program.

Sincerely,

Councillor Steve Desroches  
OCH Board Chair

Jo-Anne Poirier  
Chief Executive Officer